
**CERTIFICATE OF COMPLIANCE
WITHOUT RECEIPT OF ALL DOCUMENTS**

IR A-2

Reference: California Administrative Code, Section 4-339
Education Code, Section 17315/81147

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Supersedes IR 5-1 (3/90)

This interpretation is intended for use by the plan review and field engineers of DSA to indicate an acceptable method for achieving compliance with applicable codes and regulations. Its purpose is to promote more uniform statewide criteria for use in plan review and supervision of construction of public schools, community colleges and essential services buildings. Other methods proposed by design professionals to solve a particular problem may be considered by DSA and reviewed for code and regulation compliance.

Purpose: The purpose of this IR is to provide a procedure whereby a certificate of compliance may be issued when it is deemed impossible to collect all the required documents. This procedure may not be initiated until all efforts to obtain the required documents have failed.

1. Procedure. When all efforts to collect the required documents have failed, the school district may request in writing to the Division of the State Architect (DSA) that the provisions of Sections 17315 and 81147 of the Education Code be implemented. The request should include an explanation of how the district attempted to obtain the documents, and why the efforts were not successful. DSA reserves the right to insist upon further efforts by the district before initiating this procedure if, in the opinion of DSA, such efforts would be productive.

2. DSA Review. The architect or structural engineer will review the project with DSA. The architect or structural engineer will propose a method for satisfying the requirements for certification. The proposed method may consider, but is not limited to, the following items:

1. Exposure of portions of the construction for inspection of concealed spaces.
2. Re-inspection of portions of exposed work.
3. Performance testing of materials and/or major components or assemblies.
4. Reassignment of delegated responsibilities for field observation or inspection to other individuals who have personal knowledge of the construction within their area of responsibility.

3. Costs. The school district, at its own expense, will proceed with the examinations, tests, and/or inspections deemed necessary. The additional reports and documents will be submitted to DSA. All costs incurred by DSA in implementing this procedure will be billed to the district and will include time spent by DSA personnel. Payment must be received from the school district before DSA will issue a certificate of compliance for the project.

4. Correction of Deficiencies. Any deficiencies discovered or exposed during re-inspection or re-testing will be corrected at the direction of the school district's architect and/or structural engineer. The school district will be responsible for having this work done and completed in a timely manner. The correction work will be subject to the requirements of Title 24.

5. Certification of Compliance. The DSA Field Engineer will review the results of the examinations, tests and/or inspections. The Field Engineer will assemble all submitted documents and determine their acceptability for conformance with statutes and regulations governing public school construction. The Field Engineer will make a recommendation and the entire package will then be reviewed by the Regional Manager. A letter of certification written by the Regional Manager will indicate the basis for which it is issued.